BEFORE YOU LEAVE

Packing checklist

Tick only what applies. Add venue-specific items before loading the car.

Market and date

Products and presentation

- [ ] Counted stock and labelled boxes
- [ ] Prices and product information
- [ ] Table, cloth and stable display pieces
- [ ] Signs and business cards
- [ ] Bags, wrapping and packing supplies
- [ ] Repair kit, tape, clips and scissors

Site and setup

- [ ] Booking, arrival time and site map
- [ ] Venue rules and required approvals checked
- [ ] Weather plan and permitted shelter
- [ ] Venue-approved weights or anchors
- [ ] Chair, trolley and loading plan
- [ ] Lighting or power, if permitted

Payments and records

- [ ] Charged phone and payment reader
- [ ] Cables, charger and power bank
- [ ] Payment connection tested
- [ ] Float and secure cash storage
- [ ] Printed tally pages, pens and clipboard
- [ ] Receipt method and expense record

People and pack-down

- [ ] Water, food and weather-ready clothing
- [ ] Safe lifting or setup help arranged
- [ ] Break cover and key contact details
- [ ] Hand cleaning and waste bags
- [ ] Stock containers for the trip home
- [ ] Time reserved to count and review

Add your own essentials